

MINUTES OF THE NINTH MEETING OF QUALITY ENHANCEMENT CELLS

1 A two day meeting of Quality Enhancement Cells was held at Punjab University, Lahore on 31st October -1st November, 2007 to review the status of the self assessment of model department/s and briefly discuss the execution impediment faced by QECs.

1.1 The following attended:

1. Prof. Dr. Abdul Raouf, Chairman ,Quality Assurance Committee
2. Prof. Dr. Riaz Hussain Qureshi, Advisor (QA& LI) HEC, Islamabad
3. Prof. Dr. Azam Ali Khwaja, Managing Director (QAA), HEC, Islamabad
4. Ms. Fakiha Zafar, Program Coordinator (QAA), HEC, Islamabad
5. Ms. Tahreem Aslam, Training Coordinator (QAA), HEC, Islamabad
6. Mr. Amjad Hussain, Office Manager (QAA), HEC, Islamabad
7. Dr. M. Daud Awan, Allama Iqbal Open University Islamabad
8. Prof. Dr. Muhammad Afzal, NWFP Agriculture University Peshawar
9. Dr. Muhammad Bashir, University of Sargodha, Sargodha
10. Dr. Abdul Wahid Usmani, Dow University of Health Sciences, Karachi
11. Prof. Dr. Abdul Aziz Mazhar, Bahauddin Zikriya University, Multan
12. Dr. Shaukat, Government College University Faisalabad
13. Mr. Qazi Muhammad Saleem, NWFP University of Engineering and Technology, Peshawar
14. Prof. Dr. Mansoor M. Khan, NWFP University of Engineering and Technology, Peshawar
15. Dr. Riaz Hassan, National University of Modern Languages, Islamabad
16. Mr. Sarfaraz Pirzada, COMSATS Institute of Information Technology, Islamabad
17. Dr. Mohammad Rafiq Baloch, Balochistan University of Information Technology and Management Sciences, Quetta
18. Mr. Hidayat Ullah Khan, Kohat University of Science and Technology, Kohat
19. Prof. Dr. Naheed Zia Khan, Fatima Jinnah Women University, Rawalpindi
20. Dr Abdul Sami, Mehran University of Engineering & Technology Jamshoro
21. Ms. Maryam Masoom Shah, FRONTIER Women University, Peshawar
22. Dr. Riaz Ahmad, University of Arid Agriculture Rawalpindi
23. Mr. Akbar Rahmatullah, Government College University Lahore
24. Ms. Iram Sohail, Government College University Lahore
25. Ms. Syeda Amina Hassan, Government College University Lahore
26. Prof. Dr. Muhammad Suleman Sheikh, University of Sindh, Jamshoro
27. Prof. Dr. Mahmood Memon, Quaid-e-Awam University of Engineering, Science & Technology, Nawabshah
28. Mr. Saeed Ahmad Sheikh , Sindh Agriculture University, Tandojam
29. Air Commodore Muhammad Ismail, National University of Science and Technology, Rawalpindi
30. Prof. Dr. Mohammed Taimur Khan, University of Peshawar
31. Prof. Dr. Abdul Nabi, University of Balochistan, Quetta
32. Prof. Dr. Shahnaz Akhtar, Agriculture University, Faisalabad

33. Dr. Mohammed Sajiddin, University of Karachi
34. Prof. Dr. Gulam Abbas Anjum, University of Engineering and Technology, Lahore
35. Dr. Mohammed Niaz Ahmed, University of Punjab, Lahore
36. Prof. Dr. Muhammad Sarwar Ahmed, University of Azad Jammu and Kashmir, Muzafarabad
37. Mr. Hamayoun Khan, Quaid-i-Azam University, Islamabad
38. Dr. Naeem ul Haque Quraishi, Liaquat University of Medical & Health Sciences, Jamshoro

1.2 Representative from University of Veterinary and Animal Sciences Lahore could not attend the meeting.

2. In the four sessions chaired by Chairman QAC, Advisor (QA&LI) and Managing Director (QAA) respectively. 29 QECs presented the progress made by their respective institutions for the establishment of QEC and assessment report of one model department within the institution. Accordingly, QECs were assessed and suggestions for improvement were proposed. The leading QECs were appreciated to work vigorously to maintain their status and the ones in the middle were advised to strive enthusiastically to stand in the line of the leading QECs.

2.1 Vice Chancellor, Punjab University Lahore being the host of the meeting welcomed all the participants and praised the steps taken by HEC for building the capacity of higher education institutions. It was acknowledged that in desire of excellence in the institutions, they have to develop the habit of self accountability so that the key objective of quality in education could be achieved.

2.2 During the meeting, Prof. Dr. Abdul Raouf, Chairman of Quality Assurance Committee of HEC said that it is principally the responsibility of the universities to be quality oriented. HEC has set the standards as per international trends and QA concept has been familiarized. The dire need of the time is now to materialize the policies. The reports presented on the basis of experiences and ground realities are a food of thought and should pave the way to excellence. He advised the QECs to make a program for the assessment of all departments as a continuous improvement process.

2.3 Prof. Dr. Azam Ali Khwaja, Managing Director (QAA) expressed his concerns over the non- implementation of HEC directives regarding self assessment in some universities. He advised the QECs to increase their efforts towards achieving the first target of assessment process in one department. It was informed that next installment of the Operational Cost of QEC will be released from time to time depending on the satisfactory progress of QEC. During the meeting, 15 QECs submitted assessment report of model department. It was briefed that the purpose of assessment exercise is to put up some concrete recommendations for the development of the programs.

Decision 2.3: It was decided that the remaining QECs will submit the complete SAR of the Model Department/s by the end of November 2007.

2.4 During the meeting a refresher session on explaining the process of SAR to resolve the misconceptions of the QECs was delivered by Prof. Dr. Abdul Raouf, Chairman of Quality Assurance Committee.

25 Dr. Riaz Hussain Qureshi, Adviser (QA&LI) highlighted HEC and QEC role in sensitizing and facilitating the universities. The Head of QEC must accept the challenge of providing awareness of the academia and to break the psychological barrier of the people. Head of QEC being member of statutory bodies of the university would be better able to understand the academic issues related to quality and be able to serve more effectively.

2.6 During the meeting, slow progress of QEC was observed in most of the cases where QEC's staff is on additional charge. Being a secondary job, less ownership on behalf of QEC staff was observed in most of the cases, which may become a reason for failure of the QEC in the long run. Therefore, it was felt necessary to improve the system on priority so that QEC head may proceed and could be judged against the agreed TORs.

Decision 2.6: It was decided that the matter will be taken care at senior management level with the directives to recruit staff exclusively devoted to QEC so that quality improvement in education through self assessment exercise becomes fully operational in all the departments/ institutes of the university.

2.7 Responding to the query raised by some universities regarding the standing authority of the QEC in the university, HEC policy decision was reiterated that the head of the QEC will report directly to Vice Chancellor/Rector. It was briefed that the Vice Chancellor being the esteemed authority in the university is principally responsible for the quality of education in the university and the head of QEC is deputed to assist the Vice Chancellor.

2.8 Replying to a query raised by GCU Lahore regarding the status and nomenclature of head of QEC, Advisor (QA & LI) replied that the head of QEC can be designated as Dean, Advisor, Director, and Manager as suitable to the university. In this case, the candidate must meet the requirements for the post in BPS 19/20. For designation and status of Professor in BPS 21, the candidate must meet all the requirements for the post. Explaining the nomenclature of the QEC head, he said that as compared to Director Quality Control, Director Quality Enhancement has broader role and impact. He paid great stress over the appointment of regular staff exclusively for the QEC.

2.9 During the meeting, the University of Arid Agriculture and NUML were appreciated for their proactive role and use of the university resources in transferring QEC on recurring side. University of Balochistan was appreciated for taking appropriate initiative for the application of the concept of Quality Assurance. Fatima Jinnah Women University was praised for the presentation style as the targets were very lucid and projected clearly. UET Peshawar was advised to depute a separate office for the establishment of QEC secretariat. Unsatisfactory progress was observed in Quaid-i-Azam University, Allama Iqbal Open University, Comsats, BUITMS Quetta, BZU Multan, GCU Faisalabad, University of Sindh Jamshoro, MUET

Jamshoro, Fatima Jinnah University, QAU Nawabshah, Agriculture University Peshawar. Special instructions were given to meet the targets in time.

Decision 2.9.1: It was decided that HEC will explore the possibilities of providing help to QEC's for analyzing data and program outcomes.

Decision 2.9.2: It was decided that the tenth meeting of the QEC will be convened in February 2008 at Jamshoro.

The meeting ended with mutual thanks.

Prof. Dr. Azam Ali Khwaja
Managing Director QAA
Higher Education Commission
Islamabad